

**AMENDMENTS TO THE CLAIMS:**

This listing of claims will replace all prior versions, and listings, of claims in the application:

**Listing Of Claims:**

Please amend the claims as follows:

1. (Currently Amended) A method for viewing and managing collaboration data from within the context of a shared electronic document, the method comprising:
  - displaying a document editing pane for editing the shared document; and
  - displaying a collaboration pane adjacent to the document editing pane, the collaboration pane including a section displaying a plurality of icons, each icon for selecting a view associated with one from a set of: an alert list, a collaborator list, a task list, a document list, a web browser, and a help menu, and the collaboration pane operative to display the collaboration data, wherein the collaboration data comprises,
    - when an icon associated with the task list is selected, at least one task list identifying: at least one task to be performed[[,]]; a subject matter of the at least one task[[,]]; a priority of the at least one task[[,]]; and a due date for completion of the task,
    - when an icon associated with the document list is selected, at least one document list identifying: at least one document to be edited; a creating collaborator of the at least one document; a last modifying collaborator of the at least one document; and a last modification date of the at least one document,
    - and

when an icon associated with the web browser is selected, at least one link list identifying at least one link associated with the collaboration data.

2. (Currently Amended) The method of Claim 1, wherein the collaboration data comprises the identities of at least one or more of the collaborators, and wherein the collaboration pane comprises a user interface element which, when selected, causes the identities of the at least one or more of the collaborators to be displayed.

3. (Currently Amended) The method of Claim 2, wherein a network status is displayed in the collaboration pane for each of the at least one or more of the collaborators.

4. (Currently Amended) The method of Claim 3, further comprising:  
 receiving the selection of the displayed identity for a at least one of the ~~one or more~~ collaborators;  
 in response to receiving the selection, displaying at least one or more of the actions that may be performed with respect to the selected identity;  
 receiving a selection of a at least one of the ~~one or more~~ actions; and  
 performing the selected action.

5. (Currently Amended) The method of Claim 4, wherein a at least one of the ~~one or more~~ actions comprises scheduling an appointment on a calendar related to the selected identity.

6. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises placing a telephone call to a number associated with the selected identity.

7. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises sending an electronic mail message to an address associated with the selected entity.

8. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises initiating an instant messaging session with the selected identity.

9. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises editing information associated with the selected identity.

10. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises removing authorization to access a collaboration group related to the collaboration data for the selected identity.

11. (Currently Amended) The method of Claim 4, wherein a- at least one of the ~~one or more~~ actions comprises adding the selected identity to a contacts list.

12. (Currently Amended) The method of Claim 4, wherein a at least one of the ~~one or more~~ actions comprises viewing properties associated with the selected identity.

13. – 14. (Canceled)

15. (Withdrawn) A method for viewing and managing collaboration data from within the context of a shared electronic document, the method comprising:

providing a first user interface pane for editing the shared electronic document;  
providing a second user interface pane in conjunction with the first user interface pane for viewing and managing the collaboration data, the second user interface pane comprising a first user interface object which, when selected, will cause a description of one or more tasks to be displayed.

16. (Withdrawn) The method of Claim 15, further comprising  
receiving the selection of the displayed description for a one of the one or more tasks;

in response to receiving the selection, displaying one or more actions that may be performed with respect to the selected task;

receiving a selection of a one of the one or more actions; and  
performing the selected action.

17. (Withdrawn) The method of Claim 16, wherein a one of the one or more actions comprises deleting the selected task.

18. (Withdrawn) The method of Claim 17, wherein a one of the one or more actions comprises marking the selected task as completed.

19. (Withdrawn) The method of Claim 18, wherein the second user interface pane further comprises a second user interface object which, when selected, will cause a new task to be created.

20. (Withdrawn) The method of Claim 19, wherein the second user interface pane further comprises a second user interface object which, when selected, will cause a reminder message to be generated for a one of the one or more tasks.

21. (Withdrawn) A method for viewing and managing collaboration data from within the context of a shared electronic document, the method comprising:

providing a first user interface pane for editing the shared electronic document;  
providing a second user interface pane displayed in conjunction with the first user interface for viewing and managing the collaboration data, the second user interface pane comprising a first user interface object which, when selected, will cause a description of one or more tasks to be displayed.

22. (Withdrawn) A computer-readable medium having computer-executable instructions stored thereon which, when executed by a computer, cause the computer to perform the method of Claim 15.

23. (Withdrawn) A computer-controlled apparatus capable of performing the method of Claim 15.

24. (Withdrawn) A method for viewing and managing collaboration data from within the context of a shared electronic document, the method comprising:

providing a first user interface pane for editing the shared electronic document;  
providing a second user interface pane adjacent to the first user interface for viewing and managing the collaboration data, the second user interface pane comprising a first user interface object which, when selected, will cause a description of one or more additional shared documents to be displayed.

25. (Withdrawn) The method of Claim 24, further comprising  
receiving the selection of the displayed description for a one of the one or more additional shared documents;

in response to receiving the selection, displaying one or more actions that may be performed with respect to the selected document;

receiving a selection of a one of the one or more actions; and  
performing the selected action.

26. (Withdrawn) The method of Claim 25, wherein a one of the one or more actions comprises deleting the selected document.

27. (Withdrawn) The method of Claim 26, wherein a one of the one or more actions comprises setting an alert that will cause a notification to be provided in the event the selected document is modified.

28. (Withdrawn) The method of Claim 27, wherein the second user interface pane further comprises a second user interface object which, when selected, will cause a new document to be added.

29. (Withdrawn) A computer-readable medium having computer-executable instructions stored thereon which, when executed by a computer, cause the computer to perform the method of Claim 24.

30. (Withdrawn) A computer-controlled apparatus capable of performing the method of Claim 24.

31. (Withdrawn) A method for viewing and managing collaboration data from within the context of a shared electronic document, the method comprising:

providing a first user interface pane for editing the shared electronic document;  
providing a second user interface pane adjacent to the first user interface for viewing and managing the collaboration data, the second user interface pane

comprising a first user interface object which, when selected, will cause one or more links to be displayed.

32. (Withdrawn) The method of Claim 31, further comprising  
receiving the selection a one of the one or more links as a selected link;  
in response to receiving the selection, opening a web browser application program and  
directing the web browser application program to a network address specified by the  
selected link

33. (Currently Amended) A method for viewing and managing collaboration  
data from within the context of a shared electronic document, the method comprising:  
providing a first user interface pane for editing the shared electronic document;  
providing a second user interface pane adjacent to the first user interface for  
viewing and managing the collaboration data operative to display the collaboration data,  
wherein the collaboration data comprises, when an icon associated with the task list is  
selected, at least one task list identifying: at least one task to be performed[[,]]; a subject  
matter of the at least one task[[,]]; a priority of the at least one task[[,]]; and a due date  
for completion of the task, when an icon associated with the document list is selected, at  
least one document list identifying: at least one document to be edited; a creating  
collaborator of the at least one document; a last modifying collaborator of the at least  
one document; and a last modification date of the at least one document, and when an  
icon associated with the web browser is selected, at least one link list identifying at least  
one link associated with the collaboration data, the second user interface pane



comprising a first user interface object which, when selected, ~~will~~ causes an identity for each of ~~the~~ at least one or more of the collaborators on the shared electronic document to be displayed in the second user interface pane, ~~wherein the second user interface pane further comprises~~ a second user interface object which, when selected, ~~will~~ causes ~~the~~ at least one of the or more tasks to be displayed in the second user interface pane.

34. (Canceled)

35. (Currently Amended) The method of Claim 33, wherein the collaboration data comprises the identities of at least one or more of the documents, and wherein the second user interface pane further comprises a third user interface object which, when selected, will cause the identities of at least the one of the or more documents to be displayed in the second user interface pane.

36. (Currently Amended) The method of Claim 35, wherein the collaboration data comprises at least one of the or more links, and wherein the second user interface pane further comprises a fourth user interface object which, when selected, will cause ~~the~~ at least one of the or more links to be displayed in the second user interface pane.

37. (Currently Amended) The method of Claim 36, wherein the collaboration data comprises document information associated with the shared electronic document, and wherein the second user interface pane further comprises a fifth user interface

object which, when selected, ~~will cause~~ causes the document information to be displayed in the second user interface pane.

38. (Original) The method of Claim 37, further comprising periodically updating the collaboration data.

39.-40. (Cancelled)